



# CITY OF HOUSTON

## Job Posting

1	<b>Applications accepted from:</b>	ALL PERSONS INTERESTED
2	<b>Job Classification</b>	TRANSPORTATION PLANNING/COORDINATION
3	<b>Posting Number</b>	SENIOR STAFF ANALYST
4	<b>Department</b>	PN# 111830
5	<b>Division</b>	Planning & Development
6	<b>Section</b>	Director's Office
7	<b>Reporting Location</b>	611 Walker
8	<b>Workdays &amp; Hours</b>	M - F, 8:00 a.m. - 5:00 p.m.
*Subject to change		
9	<b><u>DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS</u></b> Responsible for developing a comprehensive mobility plan for the city that is integrated with TxDot, Harris County, Toll Road Authority, METRO, TIRZ's, Houston Galveston Area Council and other agencies on mobility plans. Looks at engineering as well as impact on the areas adjacent to the roadway. Develops a unified City response on request(s) from other agencies on their mobility projects facilitating the compatibility of transportation planning with the direction and best interest of the City of Houston's planning and policies. Works closely with PWE and Planning. Assists with amendment to the Major Thoroughfare and Freeway Plan. Works on access management plan for the City.	
10	<b><u>WORKING CONDITIONS</u></b> The position is physically comfortable.	
11	<b><u>MINIMUM EDUCATIONAL REQUIREMENTS</u></b> Requires a Bachelor ' s Degree in Urban Planning, Civil Engineering, Public Administration, Economics, or a field related to the type of work being performed.	
12	<b><u>MINIMUM EXPERIENCE REQUIREMENTS</u></b> Five (5) years of professional administrative, financial or analytical experience related to the type of work being performed are required.	
13	<b><u>MINIMUM LICENSE REQUIREMENTS</u></b> Valid Texas Driver ' s License and compliance with the City of Houston policy on driving (AP 2-2).	
14	<b><u>PREFERENCES</u></b> Master's in Urban Planning or Civil Engineering, Current AICP certification. Excellent analytical, communication and research ability. Knowledge of Principles and practices of transportation planning; applicable Federal, State and pertinent local laws and ordinances. Skills in project management, GIS, AutoCAD, and traffic modeling.	
15	<b><u>SELECTION/SKILLS TESTS REQUIRED</u></b> None	
16	<b><u>SAFETY IMPACT POSITION</u></b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, this position is subject to random drug testing and if a promotional position, candidate must pass an assignment drug test.	
17	<b><u>SALARY INFORMATION</u></b> Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The salary range for this position is: <div><b>Salary Range - Pay Grade 28</b> \$1,777- \$3,407 Biweekly    \$46,202 - \$88,582 Annually</div>	
18	<b><u>OPENING DATE</u></b>	July 5, 2006
19	<b><u>CLOSING DATE</u></b>	Open Until Filled
20	<b><u>APPLICATION PROCEDURES</u></b> Original applications only are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker, 1 <sup>st</sup> floor. Successful candidates will be notified of their application status. For information regarding the status of your application for this position you may call 713-837-7744. <b>All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided.</b> TDD phone number is 713-837-9471.  An equal opportunity employer	